

MARICOPA COUNTY LIBRARY DISTRICT BOARD OF DIRECTORS MINUTE BOOK

**INFORMAL SESSION
December 1, 2003**

The Board of Directors of Maricopa County Library District, Phoenix, Arizona convened at 9:00 a.m., December 1, 2003, in the Board of Supervisors' Conference Room, 301 W. Jefferson, Phoenix, Arizona, with the following members present: Fulton Brock, Chairman, District 1; Andy Kunasek, Vice Chairman, District 3; Don Stapley, District 2, Max W. Wilson, District 4, and Mary Rose Wilcox, District 5. Also present: Fran McCarroll, Clerk of the Board; Shirley Million, Administrative Coordinator; David Smith, County Administrative Officer; and Paul Golab, Deputy County Attorney. Votes of the Members will be recorded as follows: (aye-no-absent-abstain).

BUDGETING FOR RESULTS GUIDELINES AND PRIORITIES FOR FY 2004-2005

Motion was made by Director Wilcox, seconded by Director Stapley, and unanimously carried (5-0) to approve the Budgeting For Results Guidelines and Priorities for FY 2004-2005 that provide direction from the Board of Directors of the Library District to the Office of Management and Budget (OMB) and to district staff so that a structurally balanced budget is developed for the upcoming fiscal year. (See back-up) (C49040158) (ADM2800-003)

**LIBRARY DISTRICT
BUDGETING FOR RESULTS GUIDELINES AND PRIORITIES
FOR FY 2004-05**

The purpose of these guidelines and priorities is to provide direction from the Board of Directors to the Office of Management and Budget and the Library District so that a structurally balanced budget is developed for FY 2004-05.

Base Budget Targets:

Budgets for all funds will be prepared within target amounts equal to their current budgets plus authorized adjustments. The Office of Management and Budget is directed to adjust budget targets for the following:

1. the annualized cost of FY 2003-04 approved Results Initiative Requests;
2. the annualized impact of FY 2003-04 mid-year appropriation adjustments;
3. the annualized impact of other items including intergovernmental agreements approved by the Board of Directors if the impact was disclosed at the time of Board approval; and
4. other technical adjustments as required.

All departments must submit base budget requests within their budget targets.

Employee Related Budget Adjustments

Funding for employee salary and benefit increases will be included in the budget request consistent with Maricopa County departments, as directed by the Office of Management and Budget and Total Compensation.

MEETING ADJOURNED

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There being no further business to come before the Board, the meeting was adjourned.

Fulton Brock, Chairman of the Board

ATTEST:

Fran McCarroll, Clerk of the Board